

BID OPENING: NOVEMBER 17, 2008

BIDS SHALL BE PUBLICLY OPENED AT 11:00 A.M., PREVAILING WASHINGTON, D.C. TIME.

ANY QUESTIONS BEFORE AWARD CONCERNING THESE SPECIFICATIONS CALL JIM MCWILLIAMS. AFTER AWARD, REFER ALL QUESTIONS TO YOUR CONTRACT ADMINISTRATOR WHOSE NAME APPEARS IN THE UPPER PORTION OF THE PURCHASE ORDER. (202) 512-0303. NO COLLECT CALLS.

FACSIMILE BID SPECIFICATIONS

U.S. Government Printing Office (GPO)
Washington, D.C.

GPO CONTRACT TERMS: Any contract which results from this Invitation for Bid will be subject to GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 6-01)) and Quality Assurance Through Attributes Program for Printing and Binding (GPO Publication 310.1, effective May 1979 (Rev. 8-02)).

GPO Publication 310.2, GPO Contract Terms, Contract Clause 5. Disputes, is hereby replaced with the June 2008 clause found at www.gpo.gov/printforms/pdf/contractdisputes.pdf. This June 2008 clause also cancels and supersedes any other disputes language currently included in existing contractual actions.

RESTRICTION ON LOCATION OF PRODUCTION FACILITIES: All production facilities used in the manufacture of the product(s) ordered under this contract must be located within a 60-mile radius of zero milestone, Washington, D.C.

Specifications apply equally to all jackets unless stated otherwise herein.

PRODUCT: Saddle Stitched Pamphlet with separate cover printing in four color process plus a flood coat Satin varnish.

Jacket	Title	Quantity	Delivery Schedule	Pages	Binding
347-420	NVE TJ Library Brochure RLSOLE20081986	100,000	5,000 November 28, 208 95,000 December 12, 2008	8 plus Covers 1, 2, 3, 4	Saddle stitch
347-421	NVE Early Americas Brochure RLSOLE20081987	100,000	5,000 November 28, 2008 95,000 December 12, 2008	16 plus Covers 1, 2, 3, 4	Saddle stitch
347-422	NVE Creating the US Brochure RLSOLE20081985	100,000	5,000 November 28, 2008 95,000 December 12, 2008	20 plus Covers 1, 2, 3, 4	Saddle stitch

TITLE: NVE Brochures

QUANTITY: 100,000 copies for each Jacket 300,000 total

TRIM SIZE: 5-1/4 x 9"

GOVERNMENT TO FURNISH:

One CD-ROM for each jacket: Generated on a MacIntosh computer, operating system OSX 10.4.9, using Adobe InDesign CS3 Version 3.0, Adobe Illustrator CS3, Version 3.0, Adobe Photoshop CS3, Version 3.0 in Native Format.

One Sample of each jacket to be used as a general guide.

GPO Form 892 proof label.

One reproduction proof, Form 905 with labeling and marking specifications.

Identification markings such as register marks, ring folios, rubber stamped jacket numbers, commercial identification marks of any kind, etc., except GPO imprint, form number, and revision date, carried on copy or film, must not print on finished product.

CONTRACTOR TO FURNISH: All materials and operations, other than those listed under "Government to Furnish," necessary to produce the product(s) in accordance with these specifications.

Prior to image processing, the contractor is responsible for checking files contained on the furnished electronic media to insure that such features as bleeds, register marks, and correct file output selection have been provided for, so as to correctly generate films for printing. The contractor must supply necessary trapping. Films must be generated on high resolution image processors.

PROOFS:

1 set of digital color content proofs of the entire publication on each jacket. At contractor's option, a film-based composite blueline may be submitted provided direct-to-plate is used to produce the final product. Proofs must be created using the same Raster Image Processor (RIP) that will be used to produce the product. Proofs shall be collated with all elements in proper position (not pasted up), imaged face and back, trimmed, and folded to the finished size of the product.

1 set of digital one-piece composite laminated color proofs on the actual production stock (Kodak Approval, Screen TrueRite, Dupont Thermal Waterproof, Polaroid PolaProof, CreoSpectrum, or Fuji Final Proof) with a minimum resolution of 2400 dpi of the entire publication on each jacket. At contractor's option, a film-based composite laminated color proof on the actual production stock may be submitted provided direct-to-plate is used to produce the final product. The make and model number of the proofing system utilized shall be furnished with the proofs.

These proofs must have all elements in press configuration and must indicate margins. Proofs will be used for color match on press and must show dot structure. Inkjet, photographic, and overlay proofs are not acceptable. The proofs must contain color control bars for each color of ink on the sheet. Control bars must be placed parallel to the press's ink rollers. The control bars (such as Brunner, GATF, GRETAG, or RIT) must show areas consisting of minimum 3/16" x 3/16" solid color patches; tint patches of 25, 50, and 75%; dot gain scale; and gray balance patches for process color (if applicable). These areas must be repeated consecutively across the sheet.

Send proofs together with the furnished media (copy, transparencies, electronic files) directly to: Library of Congress, Attn: Dorothy Ghouston 202-707-0584, LM G-23, 101 Independence Avenue, SE, Washington DC 20540-9446. Contractor must call GPO Contract Compliance Section at (202) 512-0520 immediately upon sending/delivering proofs and immediately upon notification that the proofs are available for pickup at the department. Proofs will be withheld not more than 2 workdays from receipt in the department to when they are made available for pickup at the department. **CONTRACTOR MUST NOT PRINT PRIOR TO RECEIVING AN "OK TO PRINT".**

Viewing Light: Full color transparencies will be viewed using a transparency illuminator with 5000° Kelvin luminaries; full color copy and submitted proofs will be viewed under controlled conditions with 5000° Kelvin overhead luminaries.

STOCK/PAPER: The specifications of all paper furnished must be in accordance with those listed herein or listed for the corresponding JCP Code numbers in the "Government Paper Specification Standards No. 11" dated February 1999.

Text:

White No. 1 Coated Text, Dull-Finish, 80, lbs per 500 sheets, 25 x 38"), equal to JCP Code A261.

All text paper used in each copy must be of a uniform shade.

Cover: White No. 1 Coated Cover, Dull-Finish, 80, lbs per 500 sheets, 20 x 26"), equal to JCP Code L61.

All cover paper must have the grain parallel to the spine.

PRINTING: Jackets 347-420/421/422 print type, line, and illustration matter in builds of the process colors. Some type reverses to white. Coat (after printing) the entire surface of each page with a clear non-yellowing satin varnish to prevent scratching and smearing.

Contractor to match the final OK'd proofs or press sheets.

Must be printed on a press capable of printing four colors in a single pass through the press (minimum four printing units).

PRESS SHEET INSPECTION: Final makeready press sheets will be inspected and approved at the contractor's plant for the purpose of establishing specified standards for use during the actual press run. Upon approval of the sheets, contractor is charged with maintaining those standards throughout the press run (within QATAP tolerances when applicable) and with discarding all makeready sheets that preceded approval. See GPO Publication 315.3 (Guidelines for Contractors Holding Press Sheet Inspections) issued September 1991. Note: A press sheet inspection is for the purpose of setting specific standards that are to be maintained throughout the entire run. It does not constitute a prior approval of the entire run.

Press sheets must contain control bars for each color of ink on the sheet. Control bars must be placed parallel to the press's ink rollers. The control bars must show areas consisting of 3/16 x 3/16" minimum solid color patches; tint patches of 25, 50, and 75%; dot gain scale (such as, BRUNNER, GATF, GRETAG, or RIT); and gray balance patches for process color (if applicable). These areas must be repeated across the entire press sheet.

MARGINS: Inadequate gripper full bleeds all sides, all jackets.

BINDING: Saddle-wire stitch in two places and trim three sides. Each product must contain complete 4-page signature after trimming. Single leaves connected with a lip (i.e., binding stub) to left or right side of stitches will not be allowed.

PACKING: Pack jackets separately and identify, pack in shipping containers.

Pallets are required.

LABELING AND MARKING (package and/or container label): Reproduce shipping container label from furnished repro, fill in appropriate blanks and attach to shipping containers.

QUALITY ASSURANCE LEVELS AND STANDARDS: The following levels and standards shall apply to these specifications:

Product Quality Levels:

- (a) Printing Attributes -- Level II.
- (b) Finishing Attributes -- Level II

Inspection Levels (from ANSI/ASQC Z1.4):

- (a) Non-destructive Tests -- General Inspection Level I.
- (b) Destructive Tests -- Special Inspection Level S-2.

Specified Standards: The specified standards for the attributes requiring them shall be:

<u>Attribute</u>	<u>Specified Standard</u>
P-7. Type Quality and Uniformity	O.K. Press Sheets

P-10. Process Color Match

O.K. Press Sheets

Special Instructions: In the event that inspection of press sheets is waived by the Government, the following listed alternate standards (in order of precedence) shall become the Specified Standards:

P-7. Camera copy, electronic media.

P-10. Proofs, Government furnished sample.

QUALITY ASSURANCE RANDOM COPIES: In addition to the Departmental Random Copies (Blue Label), the contractor may be required to submit quality assurance random copies to test for compliance against specifications. The purchase order/specifications will indicate the number required, if any. When ordered, the contractor must divide the entire order into equal sublots and select a copy from a different general area of each subplot. The contractor will be required to execute a statement furnished by GPO certifying that copies were selected as directed. Copies will be paid for at the running rate offered in the contractor's bid and their cost will not be a consideration for award. A copy of the purchase order/specifications must be included.

Business Reply Mail labels will be furnished for mailing the quality assurance random copies. The copies are to be mailed at the same time as the first scheduled shipment. A U.S. Postal Service approved Certificate of Mailing, identified by Jacket and Purchase Order numbers, must be furnished with billing as evidence of mailing.

DISTRIBUTION: Ship f.o.b. destination.

NOTE: All deliveries to the Madison, Jefferson, and Adams Building Loading Docks must first be screened at the Off-Site Delivery Center for the U.S. Capitol Police located at 4700 Shepard Parkway, SW, Washington, DC. Delivery vehicles will be inspected before proceeding to the loading dock.

No deliveries to the Madison, Jefferson, or Adams Building loading docks will be accepted unless the delivery vehicle has been processed at the Off-Site Delivery Center. The hours of operation for the Off-Site Delivery Center are 5:00am to 2:00pm, Monday through Friday.

To gain access to the loading docks, the contractor must have a letter on file with the U.S. Capitol Police. This letter must be on company letterhead and be signed by the owner, president, or manager. This letter must contain in print the names of persons requesting access. Names must be listed in alphabetical order, and the letter must contain the following information for each person:

- a. Name of the Company
- b. Name of the drivers/person requesting access
- c. Social Security Number
- d. Date of Birth
- e. Building to be accessed (Madison, Jefferson, Adams)
- f. Company contact person and phone number

Additionally, these items must be provided prior to admittance to the Off-Site Delivery Center:

- a. Bill of lading with the Library of Congress point of contact and telephone number
- b. Picture ID for Driver(s) and other occupants of the vehicle

Requests for access must be renewed annually. Contractors shall fax the required letter to U.S. Capitol Police at 202-226-0571 and Library of Congress Police (attn: Sergeant Marcella) at 202-707-0130.

To contact the Off-Site Delivery Center by phone: 202-226-0905.

DIRECTIONS TO THE USCP OFF-SITE DELIVERY FACILITY:

Traveling south on Interstate 295, take exit #1 (marked "U.S. Naval Research Lab"). At the 3rd traffic light, turn left

onto Shepherd Parkway. Make an immediate right after passing under I-295. Approximately 2/10 of mile south, take the 2nd left onto 4700 Shepherd Parkway.

Traveling north on Interstate 295, take exit #1 (marked "U.S. Naval Research Lab"). Take the first left off of the exit ramp just before passing under I-295. Approximately 2/10 of a mile south, take the 2nd left onto 4700 Shepherd Parkway.

The entrance will be just past the D.C. Fire Academy on the left.

Deliver 100,000 copies of Jackets 347-420/421/422 including 200 Departmental Random Assurance (Blue Label) copies of each jacket to: Library of Congress, Attn: Dorothy Ghoultson 202-707-0584, 101 Independence Ave. SE, Washington, DC 20540-9446.

Ship 15 copies of each Jacket, marked "File Copies" to the Library of Congress, Madison Building, Anglo-American Acquisition Division, Government Documents Section, C Street (between 1st & 2nd), SE, Washington, D.C. 20540.

Ship 2 copies of each Jacket marked "Depository Copies, Item 0786" to the U. S. Government Printing Office, Depository Receiving Section, 44 H Street, NW Loading Dock, Washington, D.C. 20401. Any cartons containing "Depository Copies", that are mailed to the GPO's Depository Receiving Section must be clearly marked to indicate the total number of cartons in the mailing. For example: 1 of 3; 2 of 3; 3 of 3.

Deliver one sample of each jacket along with a copy of the Purchase Order to: U.S. Government Printing Office, attn: Jim McWilliams 202-512-0303 Room C-834, 732 North Capitol St. NW, Washington, DC 20401.

All expenses incidental to returning materials, submitting proofs, and furnishing sample copies must be borne by the contractor.

SCHEDULE: Furnished material will be available for pick up at the U.S. Government Printing Office, 27 G St., NW, Washington, D.C. 20401, on November 18, 2008.

Deliver partial (5,000 of each Jacket) to arrive at destination or before 2008, and remainder (95,000 of each Jacket) to arrive at destination on or before on December 14, 2008

Submit proofs as soon as the contractor deems necessary in order to comply with the shipping schedule. Proofs will be withheld 2 workdays from receipt in the GPO until they are made available for pickup by the contractor.

The contractor must notify the GPO of the date and time the press sheet inspection can be performed. In order for proper arrangements to be made, notification must be given at least 1 workday(s) prior to the inspection. Notify the U.S. Government Printing Office, Contract Management Division, Quality Assurance Section (PPSQ), Washington, DC 20401, or telephone area code (202) 512-1162. Telephone calls will only be accepted between the hours of 8:00 am and 2:00 pm, prevailing eastern time. Note: See contract clauses, paragraph 14(e)(1), Inspections and Tests of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 6-01)). When supplies are not ready at the time specified by the contractor for inspection, the Contracting Officer may charge to the contractor the additional cost of the inspection.

Unscheduled material such as shipping documents, receipts or instructions, delivery lists, labels, etc., will be furnished with the order or shortly thereafter. In the event such information is not received in due time, the contractor will not be relieved of any responsibility in meeting the shipping schedule because of failure to request such information.

Toll Free WATS lines to the GPO are available to successful bidders to report information regarding compliance with schedule requirements under "SCHEDULE". The toll free number is 1-800-424-9470 or 9471 and for calls originating in the Washington, D.C. area, (202) 512-0516 or 0517. Personnel answering these calls will be unable to respond to questions of a technical nature. These calls cannot be transferred to other telephones in GPO.

OFFERS: Offers must include the cost of all materials and operations for each item listed in accordance with these specifications. Award will be based on the lowest total price for the jackets listed. Prices for additional quantities must be based on a continuing run, exclusive of all basic or preliminary charges and will not be a factor for determination of award.

	Price	Add'l 1,000
Jacket : 347-420 Per specifications	\$ _____	\$
Jacket : 347-421 Per specifications	\$ _____	\$
Jacket : 347-422 Per specifications	\$ _____	\$

Total Price.....\$

Authorized Representative

Fill out and return two copies of this page attached to GPO Form 910.

SUBMIT BIDS TO: U.S. Government Printing Office, Bid Section (PPSB), 36 H Street NW, Room C-161, Washington, D.C. 20404. **FACSIMILE BIDS are permitted. Submit TWO copies of each facsimile bid to FAX No. 202-512-1782, one bid per facsimile.** Refer to Solicitation Provisions in GPO Contract Terms (GPO Publication 310.2), Page 1, Paragraph 6.